

**HOUSING AUTHORITY OF THE CITY OF NEVADA, MO**

**HELD THIS 23<sup>rd</sup> DAY OF JUNE 2016**

**On this 23<sup>rd</sup> day of June, 2016 at 6:30 p.m., the Housing Authority of the City of Nevada, MO Board of Commissioners met in special session at the Nevada Housing Authority, 1117 N. West St., Nevada, MO 64772.**

**The meeting was called to order by Michael Turnbull, Vice-Chairperson.**

**Roll call was taken with the following present:**

**Commissioners: Commissioners Lois Crowe, Frankie L. Davis and Michael Turnbull**

**Absent: Commissioners Nellie Jo Boyd and Jennifer Thomas**

**Also present: Carol Branham, Executive Director**

**There was a motion made by Commissioner Frankie L. Davis to approve the agenda as written. Commissioner Lois Crowe seconded the motion. A vote was taken and recorded as follows:**

**Ayes: Commissioners Frankie L. Davis, Michael Turnbull and Lois Crowe**

**Nays: None**

**Absent: Commissioners Nellie Jo Boyd and Jennifer Thomas**

**PUBLIC PARTICIPATION**

**NONE**

**REPORTS**

**FINANCIAL**

**Consideration was given and discussion held on the written April 2016 financial report prepared by Urlaub & Co. A motion was made by Commissioner Frankie L. Davis to accept the reports. The motion was seconded by Commissioner Lois Crowe. Motion passed.**

**EXECUTIVE DIRECTOR**

**A written and verbal report was given by the Executive Director which included the following:**

1. 2016 IRS Mileage Rate
2. Tyco Annual Fire Inspection Completed
3. Occupancy Rate
4. VMS Utilization Rate
5. Capital Funds Project
6. AFFH Meeting in Jefferson City – Review of assessment of Fair Housing Tool for states and insular areas.
7. Accounting & Software Seminar July 19-20 in Norman, OK
8. Reimbursements from MHAPCI for Director's mileage to meetings.
9. Reimbursement from MONAHRO for Director's travel expenses to conferences as President.
10. Successful Father's Day Initiative Event at Walton Park Aquatics Center
11. Mo. Dept. of Revenue – Set up for bad debt recovery.
12. HOTMA Legislation to be introduced in Senate
13. MML Policy Committee – Housing representation

Motion was made by Commissioner Lois Crowe and seconded by Commissioner Frankie L. Davis to accept report. Motion passed.

#### **PRESIDENT REPORT**

None

#### **CONSENT AGENDA**

A motion was made by Commissioner Frankie L. Davis to approve the Consent Agenda which included the following:

- Regular Meeting Minutes (April 28, 2016)

The motion was seconded by Commissioner Lois Crowe. A vote was taken and recorded as follows:

**Ayes:** Commissioners Michael Turnbull, Lois Crowe and Frankie L. Davis

**Nays:** None

**Absent:** Commissioners Nellie Jo Boyd and Jennifer Thomas

## **NEW BUSINESS**

**Consideration was given and discussion held on Resolution No. 935 (Approval of Operating Budget Revision #1 for Year Ending June 30, 2016 HUD Form 52574). A motion was made by Commissioner Frankie L. Davis to approve Resolution No. 935 as written. The motion was seconded by Commissioner Lois Crowe. A vote was taken and recorded as follows:**

**Ayes: Commissioners Lois Crowe, Frankie L. Davis and Michael Turnbull**

**Nays: None**

**Absent: Commissioners Nellie Jo Boyd, Jennifer Thomas**

**Consideration was given and discussion held on Resolution No. 936 (Approval of Operating Budget For Year Ending June 30, 2017). A motion was made by Commissioner Lois Crowe to approve Resolution No. 936 as written. The motion was seconded by Commissioner Frankie L. Davis.**

**A vote was taken and recorded as follows:**

**Ayes: Commissioners Frankie L. Davis, Michael Turnbull, and Lois Crowe**

**Nays: None**

**Absent: Commissioners Nellie Jo Boyd and Jennifer Thomas**

**Consideration was given and discussion held on Resolution No. 937 (Approval of Removal of Past Due Accounts form the Books of the Housing Authority of the City of Nevada, MO). A motion was made by Frankie L. Davis to approve Resolution No. 937 as written. The motion was seconded by Commissioner Lois Crowe.**

**A vote was taken and recorded as follows:**

**Ayes: Commissioners Michael Turnbull, Lois Crowe and Frankie L. Davis**

**Nays: None**

**Absent: Commissioners Nellie Jo Boyd and Jennifer Thomas**

**Consideration was given and discussion held on Resolution No. 938 (Approval of Worker's Compensation Insurance Coverage July 1, 2016 through June 30, 2017**

with Midwest Public Risk). A motion was made by Commissioner Lois Crowe to approve Resolution No. 938 as written. The motion was seconded by Commissioner Frankie L. Davis. A vote was taken and recorded as follows:

**Ayes:** Commissioners Lois Crowe, Frankie L. Davis and Michael Turnbull

**Nays:** None

**Absent:** Commissioners Nellie Jo Boyd and Jennifer Thomas

Consideration was given and discussion held on Resolution No. 939 (Approval of Over Limits Accrued Time Set by Personnel Policy to Fulltime Employees for Fiscal Year Ending June 30, 2016 To Be Carried Over to Fiscal Year beginning July 1, 2016). A motion was made by Commissioner Frankie L. Davis to approve Resolution No. 939 as written. The motion was seconded by Commissioner Lois Crowe. A vote was taken and recorded as follows:

**Ayes:** Commissioners Frankie L. Davis, Michael Turnbull and Lois Crowe

**Nays:** None

**Absent:** Commissioners Nellie Jo Boyd and Jennifer Thomas

Consideration was given and discussion held on Resolution No. 940 (Memorandum of Understanding with West Central Region Workforce Development Board of Western Missouri, Inc. Missouri Job Centers and Workforce Innovation and Opportunity Act (WIOA) One Stop Partners with the Housing Authority of the City of Nevada, MO). A motion was made by Commissioner Lois Crowe to approve Resolution No. 940 as written. The motion was seconded by Commissioner Frankie L. Davis. A vote was taken and recorded as follows:

**Ayes:** Commissioners Michael Turnbull, Lois Crowe and Frankie L. Davis

**Nays:** None

**Absent:** Commissioners Nellie Jo Boyd and Jennifer Thomas

## **MISCELLANEOUS MATTERS**

The Director discussed with the board the need to do a work session this summer. Consensus of the board was that they did want to schedule such a

session to work on policy updates and a succession plan, etc. Work session will be set once a workable date can be determined for everyone.

Being no further business to come before the board, Vice-Chairperson Michael Turnbull adjourned the regular session meeting.

Open session adjourned at 7:02 p.m.

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**MICHAEL TURNBULL, CHAIRPERSON**

/S/ \_\_\_\_\_  
**CAROL BRANHAM, EXECUTIVE DIRECTOR/  
RECORDING SECRETARY**

#### **C E R T I F I C A T I O N**

I, Carol Branham, the duly appointed and qualified Acting Secretary of the Housing Authority of the City of Nevada, MO do hereby certify that this is the true and correct copy of the original minutes, of the special meeting held on the 23rd day of June 2016 as it related to the matters set forth in said extract, and I do further certify that each Resolution adopted at said meeting is on file and of record.

IN TESTIMONY WHEREOF, I have hereunto set my hand the Seal of Authority this 28<sup>th</sup> day of July 2016.

/s/ \_\_\_\_\_

**Carol Branham, Executive Director**

**(SEAL)**